Members present: Trish Danka, Don Smith, Kathie Vrlik, Jeff Dussetschleger & Rory Burke
Members absent: None
Others present: Corey Marchetti

Item #1: Call meeting to order
The meeting was called to order at 7:01.

Item #2: Pledge of Allegiance
All present stood and recited the Pledge of Allegiance.

Item #3: Public comment
There was no public comment.

Item #4: Discussion:
   a. Officers
      A motion was made to appoint Don as Vice Chair.
      Motion: Jeff Dussetschleger
      Second: Kathie Vrlik
      Vote: 5-0

   b. Rory: update on strategic plan revision
      Rory has finished consolidating the plan. He will incorporate Kurt’s most recent update as well as the submissions from the summit into the plan. He should have it for the next meeting.

   c. Brainstorming – plan for SP to remain active and current
      The Committee discussed a workshop on how to keep the plan going once the initial draft is complete. This will involve stakeholders and communication. Rory said they previously discussed creating a document that details the process they underwent to complete the initial draft. Kathie thinks it should include triggers for when the process needs to reinitiate, i.e. when new department heads come in or every 3 years, a year after a change in municipal executive, annual public outreach events etc. Generally, in the near term, the Committee wants to focus on marketing the plan to stakeholders and gaining buy-in. They would like to publicize the vision and mission statements by putting them up around Town Hall and on items to be distributed to the public. The plan needs to be branded and promoted.

Item #5: Open discussion
First meeting in May – Kurt’s update.
Trish met with two Selectmen from Southbury, where a Strategic Plan is getting underway.
Kathie sent everyone an updated quote for LED signage.
Rory told the committee about Solarize.

Item #6: Public comment
There was no public comment

**Item 7: Adjournment**
A motion was made to adjourn the meeting.

**Motion:** Don Smith  
**Vote:** 5-0

The meeting was adjourned at 8:56 PM.

Submitted by,

Rory Burke  
Recording Secretary

Second: Kathie Vrlik